

ANNOUNCEMENT

DEPARTMENT OF ADMINISTRATION

Effective: July 1, 2003

Destroy Date: June 30, 2004

2003-2004 RATES

WISCONSIN AIR SERVICES TRANSPORTATION **BUREAU OF GENERAL SERVICES**

Air Services transportation rates are on a statute mileage basis per aircraft with a wait time charge. Regardless of the number of passengers on a flight, the rate for transportation will be determined on this basis. If more than one agency uses a flight, the rate will be split among agencies according to pro-rated use. Wisconsin Air Services will suggest to agencies possibilities for combined flights to reduce costs.

In order to provide complete air travel service availability for all state users, the Department of Administration has contracted for backup air charter through companies operating under Federal Aviation Regulation Part 135, Air Taxi Service. (See Department of Administration Announcement, Wisconsin Air Services Transportation, Aircraft Charter/Lease Procedures.)

All Madison-based state agencies are required to schedule all air transportation services through Wisconsin Air Services. Wisconsin Air Services will schedule requested service on state aircraft or provide for contracted service. When unable to provide service for any reason, a certificate of nonavailability will be issued and only under this condition will agencies be allowed to seek alternative air services on their own. This announcement does not apply to commercial airline travel.

State agencies, which are billed for air services charged directly or indirectly to the Federal government, should be advised that federal cost principles prohibit the cost of travel via state-owned, leased, or chartered aircraft to the extent it exceeds the cost of allowable commercial air travel except under specific circumstances listed in the principles.

Rates for State-Owned Aircraft*

<u>Aircraft</u>	<u>Seats</u>	<u>Statute Mile Cost</u>
Baron	4	\$2.88/s.m.
Pilatus (PC-12)	9	\$3.90/s.m.
King Air	9	\$5.55/s.m.

Wait time on the ground charged at \$30.00 per hour plus actual expenses incurred.

*Rates for backup charter are comparable and listed in detail at Wisconsin Air Services. For all scheduling and cost information contact Sue Seibel, 246-4328 or sue.seibel@doa.state.wi.us via the internet.